

## SSOW – Working on or near water.

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<b>Written by:</b>	Vic Hargreaves (Regional SHEQ Advisor).
<b>Scope of Activity:</b>	This safe system of work covers Forkway engineers working on or near water.
<b>Applicable Risk Assessment:</b>	RA 011 – Working on or near water.
<b>Hazards Expected:</b>	As identified in the applicable risk assessment.
<b>Mandatory PPE:</b>	Overalls Safety boots Nitrile gloves Safety glasses Life jacket (BS EN 396 (ISO 1240-3), 150N enclosed/ sheltered waters and BS EN 399 (ISO12402-2) 275N for tidal/ offshore waters) Throw line.
<b>Additional PPE (as required):</b>	N/A
<b>Resources:</b>	Competent engineer (s) Spill kit Change of clothing

### Manning:

Field service engineer(s) reporting to an Engineering Manager who is responsible for providing information, instruction, supervision and ensuring that the engineers are suitably trained. In turn the Engineering Manager reports to the Regional Business Manager.

Engineers will take full responsibility for:

- Customer contact, authority to carry out the task, signing and implementing customer work permits and following customer site rules;
- Establishing with the customer and working in a safe area and environment;
- Ensuring that a risk assessment is in place, is suitable and sufficiently covers all hazards;
- Familiarising themselves with the equipment operator and maintenance manuals;
- Ensuring all maintenance and repairs are completed in accordance with the manufacturer's manual.

### Safe Working Method:

- Lone working must not be undertaken on or near water under any circumstance;
- All persons working on or near water must have completed a Forkway approved training course on the topic;
- Upon arrival on site, you must sign in where applicable and make contact with the designated site contact. You must ensure you have completed any necessary inductions and any permits to work or other documentation required by customer have been completed;
- Avoid working on or near water (within 3m) where possible;
- Where work on or near water cannot be avoided:

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- If working on the water, on a boat, jetty or similar the correct life jacket must be worn at all times regardless of whether barriers are in place;
  - If work near water cannot be avoided, the correct life jacket must be worn unless there are suitable fixed barriers in place that would prevent you from reaching the water;
  - Agree with the site contact a designated safe working area in which to carry out all operations and familiarise yourself with this area ensuring you have considered any specific hazards present or that may arise:
    - Ensure there is no slip or trip hazards in the work area or immediate vicinity;
    - Ensure the area is free from steep banking's or slopes which lead onto water;
    - Do not use mains powered tooling on or near water, battery powered tooling should be used;
    - Consider anything which could cause the water level to rise or come closer to you, like heavy rain or tidal water;
    - Make sure any tether lines are secured correctly before work commences;
    - If you are working on equipment that is docked regularly check the tension on tether line especially if working on tidal waters;
    - Enquire with customer as to whether the water is tidal and what the current position is. If water is tidal, establish the furthest point at which the water can reach and work at least a further 3m away from this point;
    - Assess the ground conditions in terms of load bearing capacity and risk of it collapsing. Remain vigilant for anything which may cause ground to weaken, like heavy rain or increased loading from other plant equipment.
    - Never work from a bridge, gangway or similar over water;
    - Continue to dynamically assess the situation throughout the task;
    - If you feel the area is not sufficient, inform the customer and if another more suitable area cannot be agreed contact your line manager;
  - Extreme care and caution must be taken when operating your service vehicle or any plant equipment near water:
    - Never operate within 3m of the water's edge regardless of whether there are barriers or similar;
    - Do not operate any plant equipment unless you are fully trained to do so and fully familiar with the controls;
    - Select the lowest gear/ speed setting and operate with caution. For larger vehicles or plant remember to consider the swing when turning;
    - Avoid moving vehicles or plant over bridges or gangways, request customer delivers equipment to your work area. If this cannot be avoided, enquire with customer contact as to the maximum load bearing capacity of the bridge/ gangway before proceeding. Ensure the vehicle or plant does not exceed this and drive carefully with caution;
  - If access equipment is required to be used, there must be at least the equivalent distance on the ground between you and the water's edge of the highest possible height that can be reached using the access equipment plus a further 3m;
  - Ensure throw line is readily available to hand in area and second person is aware of how to use it before starting;
- Good levels of personal hygiene must be maintained at all times. Wash hands immediately following task and before eating, drinking or going to the toilet.
- If you enter water at any point you must inform the site, contact and your line manager immediately once safe;
    - Steps must be taken to dry off and warm up immediately;

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- Wet clothing must be changed;
- Use Service Vehicle heating to get warm;
- Drink hot drinks;
- If any symptoms of ill health occur following the incident seek medical attention immediately;